

**MINUTES OF THE MAPLEWOOD COMMUNITY DESIGN REVIEW BOARD
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
TUESDAY, SEPTEMBER 20, 2016**

1. DESIGN REVIEW

a. Consider Approval of Design Plans, Hazelwood Medical Commons – Phase 2, 2945 Hazelwood Street North

- i. Economic Development Coordinator, Mike Martin gave the report on the approval of design plans for the Hazelwood Medical Commons, Phase 2.
- ii. Mark Davis, Davis Group, 222 South 9th Street, Suite 3255, Minneapolis, addressed and answered questions of the board.
- iii. Patrick Giordana, Davis Group, addressed and answered questions of the board.

Chairperson Kempe invited the public to address the board.

1. Thomas Carey, Maplewood resident at Cardinal Pointe, 3003 Hazelwood Street, Unit 201, spoke against the proposal. He stated his disapproval of the different phases of the building, the 3 story height of the building, the trees and green space on the site, and traffic on Hazelwood Street from this building.

Boardmember Lamers moved to approve the plans date-stamped September 9, 2016, for phase two of the proposed medical office building at 2945 Hazelwood Street North. Approval is subject to the following conditions: (additions are underlined and changes are crossed out).

1. Approval of design plans is good for two years. If the applicant has not begun construction within two years, this design review shall be repeated. Staff may approve minor changes.
2. Approval includes that the second and third floor be built at the same time ~~all three stories~~ of the second phase of the medical office building. Any major changes must be reviewed and approved by the community design review board. The board approves the one floor schematic or the one and two story schematic shown in attachment 4 of the packet. The board has not approved the three floor option shown in attachment 4. The applicant shall come back for a full review of this building when they propose to add a third floor to the building.
3. All trash receptacles must either be kept inside the building or an outside trash enclosure must be built on site.
4. Satisfy the requirements set forth in the engineering report authored by Jon Jarosch, dated September 12, 2016.
5. Satisfy the requirements set forth in the environmental report authored by Shann Finwall, dated September 13, 2016.
6. Submit the following for staff approval before the city issues a grading or building permit:
 - a. Final grading, paving, drainage, utility, traffic/street improvement and erosion control plans. These plans shall meet the requirements of the city code and the city engineer.

- b. Verification that all watershed district special provisions, as indicated on the watershed district permit, are met before the city issues a building or grading permit for the site.
 - c. A cash escrow or an irrevocable letter of credit for all required exterior improvements. The amount shall be 150 percent of the cost of the work.
7. The applicant or the contractor shall complete the following before occupying the building:
- a. Replace any property irons removed because of the construction.
 - b. Install a reflectorized stop sign at the exits and a handicap- parking sign for each handicap accessible parking space.
 - c. Install an in-ground lawn irrigation system for the parking lot islands and for all landscape areas (except the ponding areas).
 - d. Post signs identifying the customer and employee parking spaces.
 - e. Install all the required exterior improvements, including landscaping and signs.
 - f. Install all bituminous and the engineered porous or permeable surface and the curb and gutter.
 - g. Stripe all drive aisles.
 - h. Install all required landscaping by June 1 if the building is finished in the fall or winter, or within six weeks of completion if it is finished in the spring or summer.
 - i. Install all exterior lighting.
 - j. Screen all roof-mounted equipment visible from public streets.
8. If all required work is not done, the city may allow temporary occupancy if:
- a. The city determines that the work is not essential to the public health, safety or welfare.
 - b. The above-required letter of credit or cash escrow is held by the City of Maplewood for all required exterior improvements. The owner or contractor shall complete any unfinished.
9. All work shall follow the approved plans. The director of the environmental and economic development department may approve minor changes.
10. This approval does not include any of the other buildings on the site (only the second phase of the medical office building). The owner shall apply to the city for design approval for the remaining third phase (including the architectural, landscaping and drainage plans). The community design review board (CDRB) must approve the project plans for the third phase before the city can issue a building permit for that building. **(staff will reword this condition)**
11. **A parking evaluation shall be done and brought back before the CDRB for phase 2 b. prior to the completion of the second and third floors to determine the necessity of the 35 parking stalls to the north side that are temporarily going to be vegetated.**

There was a lack of a second motion.

Boardmember Shankar made an amended motion to Boardmember Lamers motion.

Boardmember Shankar amended condition number 2. The board approves the one floor schematic or the one floor and two story schematic shown in attachment 4 of the packet. The board has not approved the three floor option shown in attachment 4. The applicant shall come back for a full review of this building when they propose to add a third floor to the building.

Chairperson Kempe said he would like the applicant to bring building product samples and preserve a sample from the original building construction with the date stamped on the back to show the board.

The amended motion was seconded by Chairperson Kempe. Ayes – All

The board approved the remainder of the motions made and in the staff report.

The motion passed.

Planner Martin repeated that this item will not need to be heard by the planning commission or the city council as it was already approved June 27, 2016 with the conditional use permit.